

MINUTES
October 18, 2011
1400 West Washington, Basement Conference Room B-1

MEMBERS PRESENT: Reverend Shindel, President
Samuel Bueler, Member
James Ahearne, Member
Kristina Dyr, Member
John Munden, Secretary
Martin Crist, Member

MEMBER ABSENT: Monsignor O’Keeffe, Member

STAFF PRESENT: Rodolfo Thomas, Executive Director
Alex Estrada, Licensing Administrator
Patricia Keith, Programs & Project Specialist

ATTORNEY GENERAL’S OFFICE:
Keely Verstegan, Asst. Attorney General
Mary Jo Foster, Asst. Attorney General

CALL TO ORDER
Reverend Shindel called the meeting to order at 9:00 a.m.

I. CALL TO THE PUBLIC

II. MINUTES
John Munden motioned to approve the minutes of September 20, 2011.
Samuel Bueler seconded the motion. The motion passed unanimously. (6-0).

III. CONTINUING EDUCATION:
John Munden motioned to approve the Continuing Education Committee’s September 29, 2011 recommendations. Martin Crist seconded the motion. The motion passed unanimously. (6-0).

IV. LICENSING
By motion and second, and motion carrying, the following actions occurred relative to applications for licensure subject to the conditions noted:

NAME	TYPE OF LICENSE	ACTION	MOTION BY	SECOND BY
*Steven B. Ridenhour	Reinstate Funeral Director, Embalmer	Approved 6-0	Munden	Bueler
*Chelsey A. Stitt	Funeral Director	Approved 6-0	Bueler	Munden
*Sarah E. Gulickson	Funeral Director, Embalmer	Approved 6-0	Bueler	Munden
*Scott J. Prewitt	Funeral Director, Embalmer	Approved 6-0	Dyrr	Crist
*Glenda K. Friedrich	Reinstate Funeral Director, Embalmer	Approved 6-0	Munden	Crist
*Eric D. Butler	Reinstate Funeral Director, Embalmer	Approved 6-0	Crist	Munden
*Mark D. Harms	Embalmer	Approved 6-0	Munden	Crist
*Orion Jay Furness	Multiple Funeral Director	Approved 6-0	Crist	Munden
*A Legacy Funeral Home	Establishment	Approved 6-0	Munden	Bueler
*At Season's End Mortuary	Establishment	Approved 6-0	Munden	Bueler
*Jaime M. Parker	Intern, Cremationist	Approved 6-0	Munden	Bueler
*Courtney DeCarlo Austin	Intern	Approved 6-0	Crist	Bueler
*Erica A. Gropman	Cremationist	Approved 6-0	Munden	Crist
*Brianna L. Stawicki	Cremationist	Approved 6-0	Munden	Bueler
*Stephen D. Fansler	Salesperson	Approved 6-0	Munden	Dyrr

* Steven B. Ridenhour appeared before the Board.

* Chelsey A. Stitt did not attend the Board meeting.

* Sarah E. Gulickson did not attend the Board meeting.

- * Scott J. Prewitt did not attend the Board meeting.
- * Glenda Kay Friedrich did not attend the Board Meeting.
- * Eric D. Butler did not attend the Board Meeting.
- * Mark D. Harms appeared before the Board.
- * Orion Jay Furness did not attend the Board meeting.
- * David Allen, Owner, and Todd Allen, RFD appeared before the Board.
- * Christina Duwell, Owner/RFD and James Taft, Owner appeared before the Board.,
- * Jaime M. Parker did not attend the Board meeting.
- * Courtney DeCarlo Austin appeared before the Board.
- * Erica A. Gropman appeared before the Board.
- * Brianna L. Stawicki appeared before the Board.
- * Stephen D. Fansler did not attend the Board meeting.

V. DOCKETS:

1. 2011-05 Robert T. Holland RFD Robert T. Holland's Funeral Home v. L. Roach/Jackson

Present before the Board were Robert T. Holland Funeral Director/Embalmer and owner of Robert T. Holland's Safford Funeral Home. Complainants Luke Roach and Weston were not present however, available by teleconference if necessary. Complainant Luke roach alleged that respondent gave instructions to him and other personnel enabling them to conduct embalming procedures which he was informed were a violation by licensed funeral director Weston Jackson. Additionally, alleged violations of improper disposal of hazardous materials and the sale of used caskets were also made. On September 13, 2011 a Notice of Formal Hearing was mailed by certified letter to the respondent. Certified receipts were returned signed by Respondent for receipt of documentation on September 14, 2011. On September 30, 2011, Respondent faxed a copy of a memorandum to the State Boards Office and Assistant Attorney General Keely Verstegan indicating that in the matter of the above docket #2011-5 that his desire was to waive the hearing on the complaint and not contest the facts as alleged. Respondent further stated that he did not intentionally violate any laws or rules and that publicity by the Eastern Arizona Courier had drastically decreased his business. Mr. Holland requested the Board to take these matters into consideration upon making disciplinary actions decisions. In addition to Board members and Board Staff, Assistant Attorney General Mary Jo Foster was present for independent advice for the Board. Following deliberation and discussion, Board member James Ahearne motioned to issue a Letter of Reprimand to Respondent, and be placed on six month's probation period. Upon conclusion of the probation period, the Respondent is to complete an additional twelve (12) hours of continuing education in the areas of state laws and rules, ethics, and business management. The courses shall be approved by Executive Director Thomas prior to taking the prescribed courses. After completion of the courses Executive Director Thomas shall report back to the board the results and progress. Additionally, Respondent shall be responsible for the administrative costs of the investigation to be determined by Board Staff. Motion seconded by Board member Kristina Dyrr. Motion passed 5-1.

VI. GENERAL

A. Executive Director's Report

1. Executive Director Thomas advised Board of the actions taken by the Phoenix Police Department on a Skelton listed for sale on Craig's List. After confiscating the Skelton the medical examiner conducted their investigation into the matter. As a result it is believed that the Skelton was once used in medical studies or research. The Phoenix Police Department being the responsible agency to investigate matter has stated that they should be returning the property to its rightful owner very soon.
2. Executive Director Thomas reiterated to the Board that full scale inspections of funeral establishments and crematories will be under way towards the end of October this year. This will include both no notice and notice inspections. After nearly two years of recovering from budget sweeps, funds are now available to implement the annual inspections by staff.

VII. ADJOURN

There being no other business, James Ahearne moved to adjourn at 10:15 a.m. Kristina Dyrre seconded the motion (6-0).

2011 BOARD MEETING SCHEDULE

JANUARY 18, 2011	MAY 17, 2011	SEPTEMBER 20, 2011
FEBRUARY 15, 2011	JUNE 21, 2011	OCTOBER 18, 2011
MARCH 15, 2011	JULY 19, 2011	NOVEMBER 15, 2011
APRIL 19, 2011	AUGUST 16, 2011	DECEMBER 20, 2011
	TELECONF.	

Rodolfo Thomas
Executive Director

APPROVED BY:

Reverend Shindel, Member

John Munden, Secretary

James Ahearne, Member

Samuel Bueler, Member

Martin Crist, Member

Kristina Dyrr, Member